



TOWN OF HUACHUCA CITY

The Sunset City

**HUACHUCA CITY TOWN COUNCIL
PUBLIC MEETING NOTICE
THURSDAY, May 20, 2021, AT 7:00 PM
VIA IN-PERSON ATTENDANCE AND REMOTE ACCESS
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

SPECIAL NOTICE: BY NEW PROCLAMATION OF THE MAYOR, DUE TO SIGNIFICANT PROGRESS IN THE BATTLE AGAINST THE COVID-19 PANDEMIC, THE MAYOR AND COUNCIL WILL RESUME IN-PERSON PUBLIC MEETINGS, BUT WILL CONTINUE TO OFFER A REMOTE ACCESS FORMAT. MEMBERS OF THE PUBLIC MAY COME TO TOWN HALL TO ATTEND THESE MEETINGS OR THEY MAY ATTEND BY GOING TO [OR CALLING TO]: <https://www.facebook.com/HuachucaCityAZ> or 520-844-2096. IN ADDITION, THE MAYOR HAS RESUMED IN-PERSON CALLS TO THE PUBLIC AT THESE MEETINGS. HOWEVER, MEMBERS OF THE PUBLIC MAY STILL CHOOSE TO SUBMIT WRITTEN COMMENTS TO THE TOWN CLERK TWENTY-FOUR HOURS IN ADVANCE OF THESE MEETINGS.

ADVANCE NOTICE OF ALL MEETINGS CAN BE FOUND AT THE TOWN'S USUAL AGENDA POSTING LOCATIONS, INCLUDING THE TOWN'S WEBSITE <https://huachucacityaz.gov/>

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum
- c. Invocation

Any prayer/invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the prayer/invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker. A list of volunteers is maintained by the Town Clerk's Office and interested persons should contact the Town Clerk's Office for further information.

B. Call to the Public – Mayor

A.R.S. 38-431.01 states the Public Body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the Public Body. At the conclusion of an open call to the public, individual members of the Public Body may respond to criticism

made by those who have addressed the Public Body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Public Body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

C. Consent Agenda - Mayor

All items listed in the Consent Agenda are considered routine matters and will be enacted by one motion of the Council. There will be no separate discussion of these items unless a Member of the Town Council requests that an item or items be removed for discussion. Council Members may ask questions without removal of the item from the Consent Agenda. Items removed from the Consent Agenda are considered in their normal sequence as listed on the agenda, unless called out of sequence.

- C.1** Consider approval of the minutes of the Regular Council meeting held on May 13, 2021 and the Special Session and Work Session meetings held on May 12, 2021.
- C.2** Consider approval of the Payment Approval Report.

D. Unfinished Business before the Council – Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

E. New Business Before Council - Mayor

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- E.1 Discussion and/or Action [Mayor Wallace]:** Direction to staff regarding Director reports and the requirements for their content going forward.
- E.2 Discussion and/or Action [Spencer Forsberg]:** Mr. Forsberg will review the Town's finances for the month of April.
- E.3 Discussion Only [Stephanie Fulton]:** Update on Senior Center re-opening and planned events.
- E.4 Discussion and/or Action [Stephanie Fulton]:** Acceptance of a grant in the amount of \$21,000.00 from the Arizona State Library as part of the American Relief Act, and authorizing execution and delivery of any necessary and proper documents in furtherance of the grant.
- E.5 Discussion and/or Action [Matthew Doty]:** Authorization for the Town Manager to contract for repairs to the Caterpillar 816K Landfill Trash Compactor.

E.6 Discussion Only [Brandye Thorpe]: Update regarding the status of the park upgrades project funded through the Department of Housing Community Development Block Grant [CDBG] Program.

E.7 Discussion and/or Action [Suzanne Harvey]: Authorization for the Town Manager to select a provider or providers for medical, voluntary vision, and voluntary dental insurance for the Town's employees.

E.8 Discussion and/or Action [Chief Thies]: Approval of proposed road closures for 4th of July activities.

E.9 Discussion and or Action [Town Attorney]: Authorization to file a claim in the class action lawsuit filed against Wells Fargo Merchant Services, LLC, for alleged service fee overcharges to Wells Fargo Merchant Services' customers. The lawsuit is pending in federal court in the Eastern District of New York [*Patti's Pitas LLC v. Wells Fargo Merchant Services LLC*, Case No. 1:17-CV-04583].

E.10 Discussion and or/Action [Town Attorney]: The Council might vote to go into executive [closed] session, pursuant to A.R.S. 38-431.03(A) (3) & (4), for legal advice, consultation and to direct its attorneys concerning the water rights adjudication in Maricopa County Case No. W1-11-0245 [*"In Re the General Adjudication of All Rights to Use Water in the Gila River System and Source"*]. Following the executive session, the Council might take action to direct its attorneys.

F. Department Director reports

G. Items to be placed on future agendas

H. Reports of Current Events by Council

I. Adjournment

Posted at 5:00 PM on May 19, 2021, at the following locations:

Town Hall Bulletin Board 500 N. Gonzales Blvd. Huachuca City, AZ 85616	Town Hall Lobby Windows 500 N. Gonzales Blvd. Huachuca City, AZ 85616	Town Website https://huachucacityaz.gov
Huachuca City U.S. Post Office 690 N. Gonzales Blvd. Huachuca City, AZ 85616	Huachuca City Library Windows 506 N. Gonzales Blvd. Huachuca City, AZ 85616	Huachuca City Police Department 500 N. Gonzales Blvd. Huachuca City, AZ 85616

Ms. Brandye Thorpe

Town Clerk

Note: This meeting is open to the public. All interested people are welcome to attend. A copy of agenda background material provided to the Councilmembers, with the exception of confidential material relating to possible executive sessions, is available for public inspection at the Town Clerk's Office, 500 N. Gonzales Blvd., Huachuca City, AZ 85616, Monday through Friday from 8:00 a.m. to 5:00 p.m. or online at www.huachucacityaz.gov

Individuals with disabilities who need a reasonable accommodation to attend or communicate at a town meeting, or who require this information in alternate format, may contact the Town at 456-1354 (TTY 456-

500 N. Gonzales Blvd, Huachuca City, AZ 85616 | Office: 520-456-1354 | Fax: 520-456-2230 | TTY: 520-456-1353

Website: <https://www.huachucacityaz.gov> | Facebook: <https://fb.me/HuachucaCityAZ>

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1353) to make their needs known. Requests should be made as early as possible so there is sufficient time to respond.



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
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COUNCIL CHAMBERS
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AGENDA

A. Call to Order – Mayor 7:00pm

a. Pledge of Allegiance

Led by Mayor Wallace.

b. Roll Call and Ascertain Quorum

Roll Call.

Present: Johann Wallace, Keith Settlemyer, Cynthia Butterworth, Christy Hirshberg, Debbie Trate, Jean Smelt, Suzanne Harvey (Not voting), Brandye Thorpe (Not voting), Thomas Benavidez, Attorney (Not voting).

c. Invocation

Led by Elder Thomas.

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- C.1** Consider approval of the minutes of the Regular Council meeting held on April 22, 2021 and the Special Session and Work Session meetings held on May 5, 2021.
- C.2** Consider approval of the Payment Approval Report.
- C.3** Consider approval of the disposal of a 2012 Chevrolet Impala VIN#2G1WG5E33C1198824 through Public Surplus.

Motion: Items on the Consent Agenda, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion: Items on the Consent Agenda, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

D. Unfinished Business before the Council – Mayor

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E.1 Discussion and/or Action [Mayor Wallace]: Appointment of Councilmember Smelt [formerly known as Councilmember Post] as the Town's primary representative on the Cochise County Police Accountability, Transparency and Community Engagement Committee, with Councilmember Butterworth as the secondary representative.

Motion: Item E.1, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Cynthia Butterworth.

Motion: Councilmember Smelt as the Town's primary representative on the Cochise County Police Accountability, Transparency and Community Engagement Committee, with Councilmember Butterworth as the secondary representative., Action: Appoint, Moved by Johann Wallace, Seconded by Keith Settlemyer.
Motion passed unanimously.

E.2 Discussion and/or Action [Mayor Wallace]: Direction to staff to begin studying the potential for annexation of the portion of "lower" Huachuca City that is not currently a part of the Town's corporate limits.

Motion: Item E.2, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Christy Hirshberg.

Mayor Wallace would like staff to look into the annexation since those blocks of the lower city already get our services and most of the time our Police Department is who responds to emergency calls down there. It just makes sense.

Motion: Look into what we need to do to begin the annexation of the county parts of lower Huachuca City, **Action:** Direct Staff, **Moved by Johann Wallace, Seconded by Christy Hirshberg.**
Motion passed unanimously.

E.3 Discussion and/or Action [Manager Harvey]: Direction to staff to publish an invitation for bids for the sale of the old animal shelter building and real property located at 300 Howard St. in Huachuca City.

Motion: Item E.3, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Christy Hirshberg.

Manager Harvey advises there is interest from a company nearby, the moving company, in buying it. It would be a much better deal than trying to surplus just the building. Attorney Benavidez has advised of the way to sell the building and property.

Motion: Publish an invitation for bids for the sale of the old animal shelter building and real property located at 300 Howard St. in Huachuca City, **Action:** Direct Staff, **Moved by** Johann Wallace, **Seconded by** Debbie Trate.
Motion passed unanimously.

E.4 Discussion Only [Stephanie Fulton]: Presentation of the Town's Summer Splash and Summer Reading Programming.

Motion: Item E.4, Action: Open for Discussion Only, Moved by Johann Wallace, Seconded by Debbie Trate.

Library Events

- Summer Reading June 7th-July 23rd
Theme for 2021 is Tails and Tales. Thanks to AZ State Library for free reading logs, stickers, banners.
Youth Art Challenge – K-3,4-7,8-12. Winners get a free art kit. Theme is "Reading Till Sunset". Local artists and dignitaries to be judges.
Adult Reading Challenge- Read 4 books, get 4 raffle tickets for a Kindle Fire 7.
Kids Weekly Reading Challenge- Read 20 mins per day, each week and get an animal brag tag. All kids completing the whole challenge get a prize bag.

Summer Splash Programs

- Session 1 June 7-July 2 and Session 2 July 6-July 23
 - * Visits to the Library once a week. They will also get a free book each week to keep.
 - * Wind. Using a Leap Into Science Mini Grant of \$500 for supplies. Kids will make wind detectors and test their devices (kites, windsocks).
 - * Light & Shadow. AZ State Library and AZ Science Museum supplied all the materials. There's enough to give the kids their own Grab & Go Kit.
 - * Balloon Show.
 - * Reptile Show with Southern Arizona Reptile Rescue and Education!
 - * Lots of other fun STEM and Animal Activities at the library and at the camp.

E.5 Discussion Only [Manager Harvey]: Update on the Town's swimming pool facility.

Motion: Item E.5, **Action:** Open for Discussion Only, **Moved by** Johann Wallace, **Seconded by** Debbie Trate.

Thanks to Council's decision to rescind the nepotism policy, there are enough applicants for lifeguard to be able to open the pool this summer. Hours will be Thursday thru Sunday 12-6pm.

E.6 Discussion and/or Action [Manager Harvey]: Approval to purchase fireworks and launch tubes for the Town's Fourth of July celebration.

Motion: Item E.6, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Debbie Trate.

Manager Harvey presents two quotes for fireworks, one is the exact same show and price as last year and one is larger and costs \$1000.00 more. Half of the needed launch tubes will be purchased this year and half next.

Motion: Quote one for the fireworks display this year, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.
Motion passed unanimously.

E.7 Discussion and/or Action [Chief Thies]: RESOLUTION NO. 2021-08 - A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY APPROVING AND AUTHORIZING EXECUTION OF A GRANT AGREEMENT WITH THE STATE OF ARIZONA FOR GOVERNOR'S OFFICE OF HIGHWAY SAFETY, PROPOSITION 207 FUNDING; ACCEPTING ALL TERMS AND REQUIREMENTS OF THE GRANT AGREEMENT AND THE GRANT PROGRAM; AND AUTHORIZING ALL ACTS NECESSARY AND PROPER TO RECEIVE THE GRANT FUNDS AND COMPLY WITH THE GRANT PROGRAM.

Motion: Item E.7, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

This is a reimbursable grant for \$17,000.00 for 3 vehicle radars, 2 handheld radars and safety equipment.

Motion: Resolution 2021-08, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.
Motion passed unanimously.

E.8 Discussion Only [Mayor Wallace]: PROCLAMATION NO. 2021-05 - A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY DECLARING THE MONTH OF MAY, 2021, AS ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH IN THE TOWN.

Motion: Item E.8, **Action:** Open for Discussion Only, **Moved by** Johann Wallace, **Seconded by** Debbie Trate.

E.9 Discussion and/or Action [Mayor Wallace]: RESOLUTION NO. 2021-07 - A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY IN SUPPORT OF EFFORTS TO RECEIVE NATIONAL PARK DESIGNATION FOR THE CHIRICAHUA NATIONAL MONUMENT; AND DIRECTING THE TOWN MANAGER, TOWN CLERK, TOWN ATTORNEY, OR THEIR DULY AUTHORIZED OFFICERS AND AGENTS TO TAKE ALL STEPS NECESSARY AND PROPER IN FURTHERANCE THEREOF.

Motion: Item E.9, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

Motion: Resolution 2021-07, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Debbie Trate.

Motion passed unanimously.

F. Department Director Reports

Stephanie Fulton advises of a grant to the library in the amount of \$21,000.00. Chief Thies will be getting a National Guardsman for a few months to assist with admin stuff. There is a rare cactus at Leffingwell park that only blooms once a year at night.

G. Items to be placed on future agendas

H. Reports of Current Events by Council

Councilmember Smelt has a PACT meeting on the 17th and a Seago meeting in Safford on the 26th.

Councilmember Trate and Manager Harvey have a meeting with the Hispanic Chamber on Friday.

I. Adjournment

Motion: 7:56pm, **Action:** Adjourn, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

Approved by Mayor Johann R. Wallace on May 20, 2021.

Mr. Johann R. Wallace
Mayor

Attest: _____

Ms. Brandye Thorpe,
Town Clerk

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on May 13, 2021. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL WORK SESSION
May 12, 2021 AT 6:15 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

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AGENDA

A. Call to Order – Mayor 6:15 pm

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

Roll Call.

Present: Johann Wallace, Keith Settlemyer, Cynthia Butterworth, Christy Hirshberg, Debbie Trate, Jean Smelt, Suzanne Harvey (Not voting), Brandye Thorpe (Not voting), Thomas Benavidez, Attorney (Not voting).

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B. Call to the Public – Mayor

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Discussion on Developing the Budget for the Upcoming Fiscal Year [Manager Harvey] – The Council will work on establishing a tentative budget for the fiscal year 2022. All town revenues and expenses may be discussed, along with budget priorities, budget adoption timeline and process, anticipated taxes and fees, capital improvements, and personnel and equipment costs in all town departments.

Motion: Item C.1, **Action:** Open for Discussion Only, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Manager Harvey goes over the Enterprise Funds' revenues and expenditures. For the Water and Sewer revenue, Mayor Wallace reminds Manager Harvey that the rates increase each January so that should be accounted for. Jim Halterman goes over the proposed Water expenditures. Suggestions are made for the purchase of equipment to save on fees for renting the equipment when there are massive breaks. Mayor Wallace also asks that there be a plan created to start replacing the old water meters before they break. Jim Halterman goes over the projected Sewer expenditures which include the payment for the WIFA loan.

Matthew Doty goes over the proposed Landfill expenditures. Mayor Wallace asks why Council was told 2-3 years ago that the equipment that is currently at the landfill was sufficient if it is not. He asks that it be looked into.

Manager Harvey asks for one more work session before the budget is approved. It is decided that the last work session will be on June 9, 2021 with the final budget to be approved on June 24, 2021.

D. Adjournment

Motion: 7:26pm, Action: Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg.
Motion passed unanimously.

Approved by Mayor Johann R. Wallace on May 20, 2021.

Mr. Johann R. Wallace
Mayor

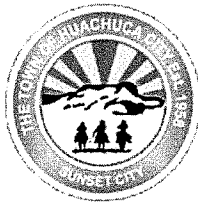
Attest: _____
Ms. Brandye Thorpe,
Town Clerk

Seal:

Certification

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Ms. Brandye Thorpe,
Town Clerk



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The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL SPECIAL SESSION
May 12, 2021 AT 6:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
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AGENDA

A. Call to Order – Mayor 6pm

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

Roll Call.

Present: Johann Wallace, Keith Settlemyer, Cynthia Butterworth, Christy Hirshberg, Debbie Trate, Jean Smelt, Suzanne Harvey (Not voting), Brandye Thorpe (Not voting), Thomas Benavidez, Attorney (Not voting).

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Discussion and Action [Manager Harvey] – Rescinding the Town's nepotism policy, adopted by resolution 2014-01, due to a shortage of applicants for the Town's temporary/seasonal lifeguard positions. The current policy prohibits the Town from hiring any relatives of current employees. State law allows relatives of current employees to be hired, so long as the current employees have no involvement in any aspect of the hiring process.

Motion: , **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mayor Wallace advises the nepotism policy was adopted in 2014 and is more restrictive than State policy. This came about because some of the lifeguard applicants have relatives working for the town.

Manager Harvey advises that there are not a lot of applicants for lifeguard. If this is rescinded, we will have enough applicants to be able to open the pool.

Motion: The Town's nepotism policy adopted by resolution 2014-01 and to move forward with adopting the State's nepotism policy as defined in ARS, **Action:** Adjourn, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

D. Adjournment

Motion: 6:05 pm, **Action:** Adjourn, **Moved by** Johann Wallace, **Seconded by** Cristy Hirshberg.
Motion passed unanimously.

Approved by Mayor Johann R. Wallace on May 20, 2021.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Brandye Thorpe,
Town Clerk

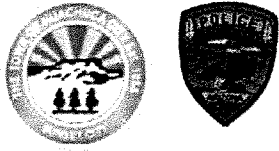
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Town Clerk

PRESS RELEASE



Chief James L. Thies
Huachuca City Police Department Dispatch: 520-456-1353

For Immediate Release on May 21, 2021:

Controlled access for parking on Gila (East side of Leffingwell Park)

Road Closures – July 4th, 2020 Independence Day Celebration

In conjunction with the town-wide Independence Day Celebration on July 4th, 2021, The Huachuca City Police Department has announced the following road closures: Gila Street from School Drive to Skyline Drive, and Skyline Drive from Gonzales Blvd. to Edgewood Street. These roads will be closed on July 4, 2021 from 3:00 pm thru 9:00 pm. Fireworks display will be shot from Keeline Park by Whetstone Fire District. . This area will be Off Limits to the Public until approximately 9:00 p.m.



***DRIVE SAFELY* *IT MATTERS* THANK YOU!**

Chief James L. Thies

James L. Thies #C-1